Housing Portal

User Guide

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1 Introduction to Housing Portal

1.1 Overview

Housing Portal is a web-based application that consolidates various housing rental resources for individuals to search.

Benefits of Housing Portal include:

- Provides links to non-FEMA housing resources in one centralized location
- Provides publicly available and searchable housing property information

1.2 Accessing Housing Portal

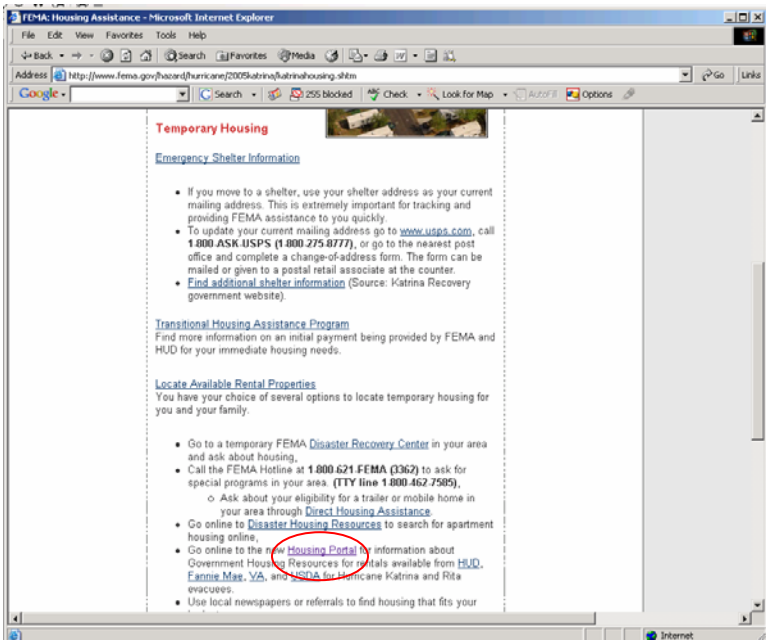
Anyone with internet access can access Housing Portal. Housing Portal is accessible to the public at https://rims.fema.gov/hportal/. There is also a link to the Housing Portal site on the Hurricane Katrina Information page on www.fema.gov

2 Using Housing Portal

2.1 Housing Portal Overview

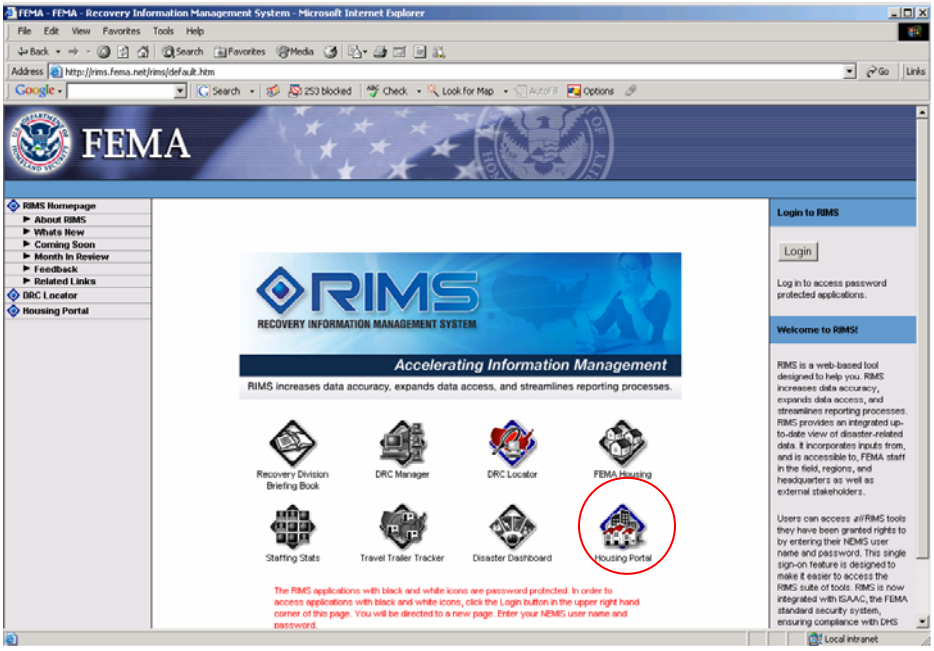
To access Housing Portal from the internet:

- Go to www.fema.gov
- Click on “Recover and Rebuild” header
- Click on the “Hurricane Katrina” link under the middle picture
- Click on “Housing Assistance” under Application Information (the third section on the page)
- Click the “Housing Portal” link under the Locate Available Rental Properties link

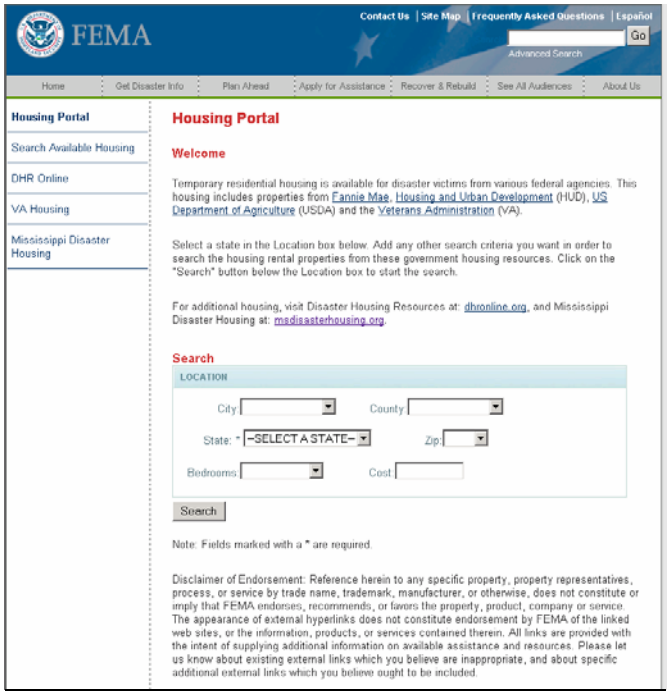


To access Housing Portal from the intranet:

- Go to RIMS at http://rims.fema.net
- Click on the Housing Portal icon



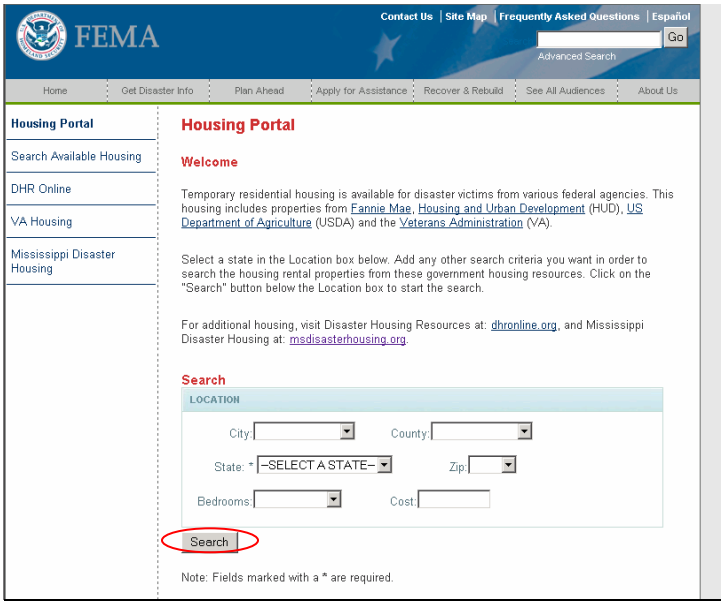
From the Housing Portal homepage you can search available housing and find links to other housing information sites.



2.2 Search Available Housing

Housing Portal allows users to search for available housing by State, County, City, Zip, Bedrooms, and/or Cost. Fields marked with an asterisk (*) are required fields. Once you select a state, only counties with available housing in the Housing Portal database will appear in the County dropdown list.

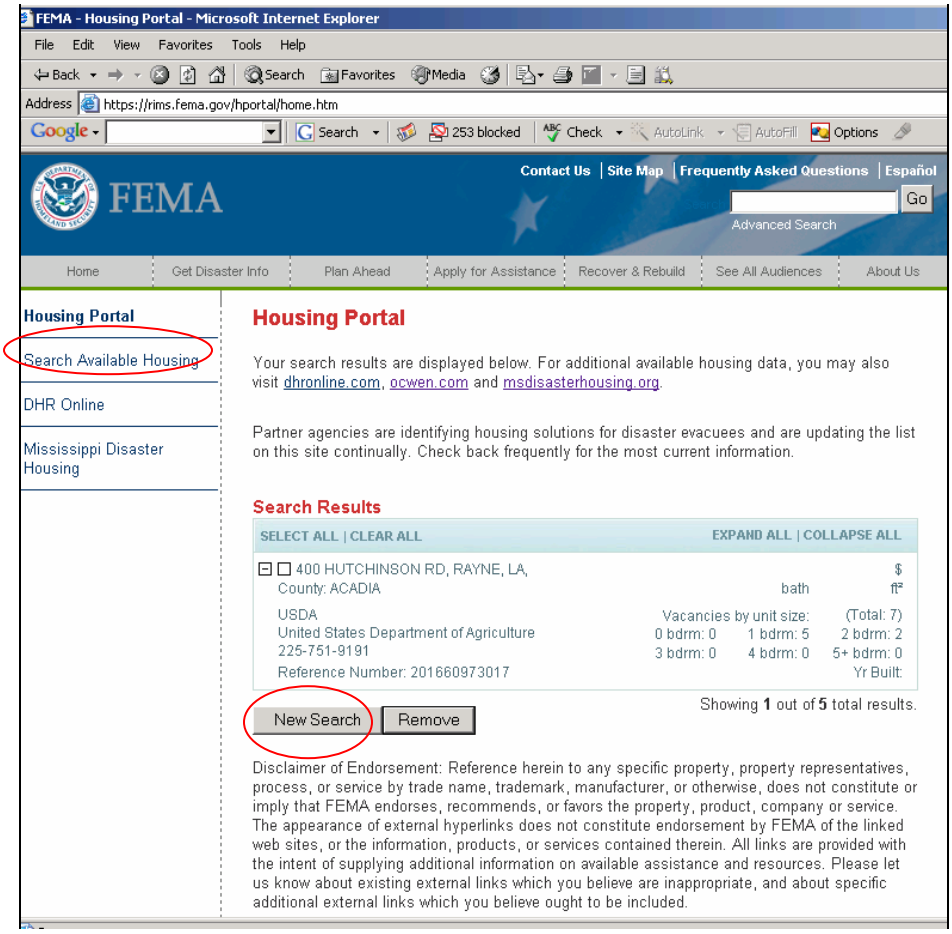
Once you have entered your desired search criteria, click the **Search** button.



Housing Portal will display available housing resources that match your search criteria. If you would like to collapse any result (view only the address) click the ⊟ icon next to the property. To show the details click the ⊞ icon next to the property.

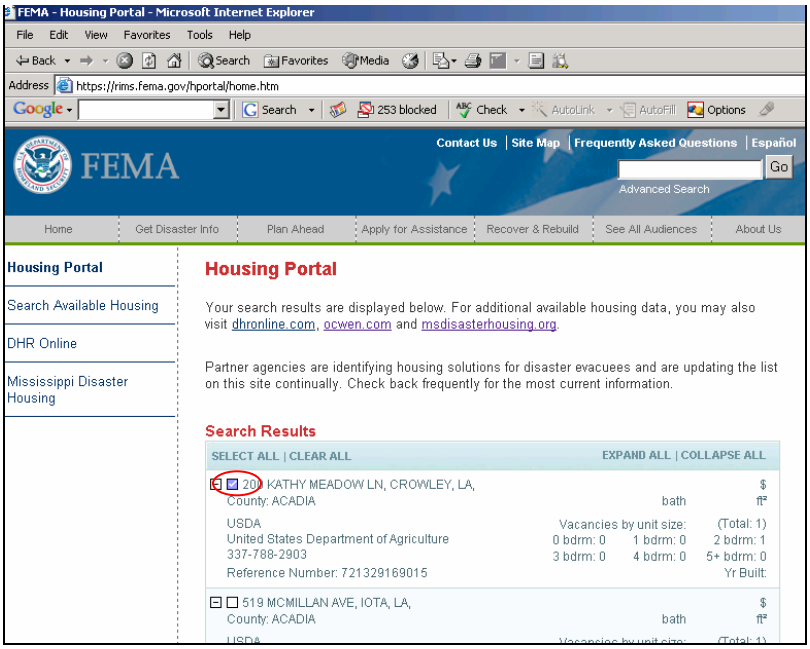
2.3 Running a New Search

To run a new search click the **New Search** button at the bottom of the search page or click the Search Available Housing link on the sidebar.

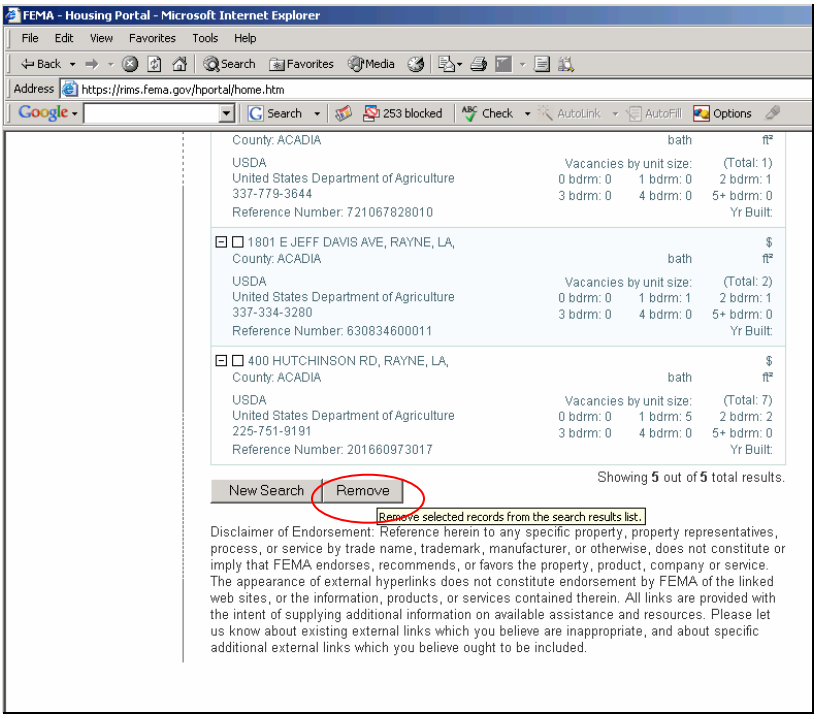


2.4 Printing Your Results

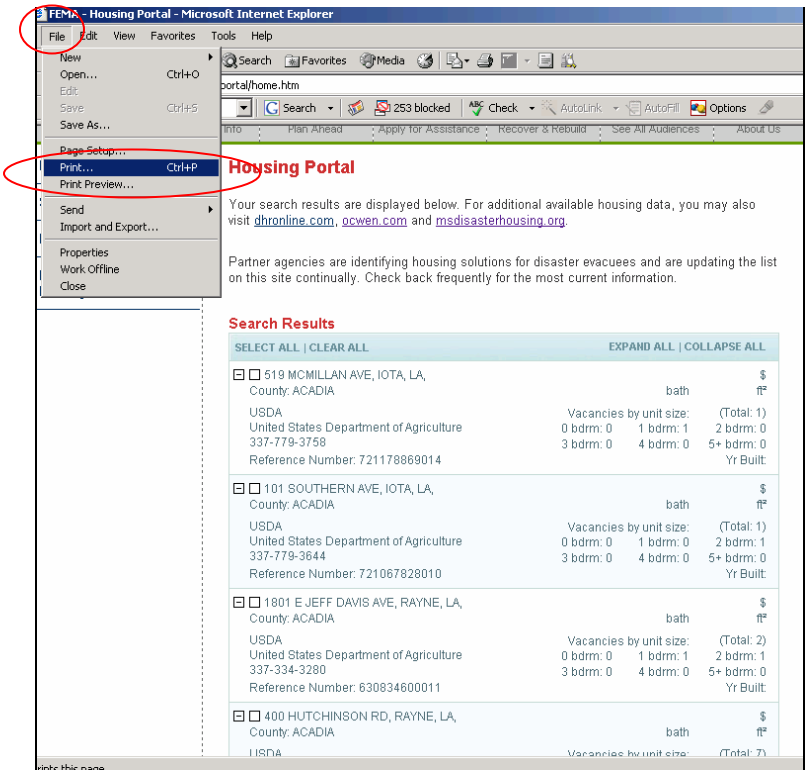
Before you print, you can select properties that you are not interested in and remove them from your view to make a cleaner printout of only the results you are interested in. To remove properties, click the checkboxes next to the properties you are not interested in.



To remove the items you have marked click the **Remove** button at the bottom of the screen.



Once you have removed all the properties you do *not* want to print, you can print the page by selecting **File**—**Print** on your browser.



3 Questions or Suggestions

If you have questions or suggestions regarding Housing Portal please contact the RIMS Team via email at FEMA-RIMS@dhs.gov.